

PROGRAM PROFILE CODING INSTRUCTIONS

PROGRAM PROFILE CODES

The Program Profile Codes allow the Division for Youth to produce reports based on the problem/need addressed, the target population served and/or the service methods utilized by a program. Such reports are frequently requested by the Governor's Office, State Legislators, local officials, other State agencies, and community-based agencies. It is therefore important that this section be completed. Please give careful consideration when selecting codes to ensure that your program is accurately represented.

Do not include a description of your entire program or agency – only code the Problem/Need, Target Population, and Service Method(s) to be addressed and funded through this Individual Program Application. The Application provides two grids in the "Program Profile" section to allow for the identification of both a Primary and Secondary Program Service Component.

A Primary Service Component devotes a significant commitment (approximately 50% or more) of a program's resources to addressing a particular problem or problem area. A Secondary Program Component devotes a less significant, yet sizable portion (more than 20%) of the program's resources to addressing a distinctly different problem or need. It is not necessary to include Secondary codes if it is not appropriate to your program. However, Primary codes must be provided for Problem/Need, Target Population, and at least one Service Method.

INSTRUCTIONS

Complete the Program Narrative and Program Summary sections of the Individual Program Application. Completing these sections first will assist to identify the Problem/Need, Target Population, and Service Methods for your program.

For the Primary Program Component, select from the attached lists the appropriate codes for the Problem/Need to be addressed, the Target Population to be served, and the Service Method(s) to be used in the program and enter in the appropriate boxes. For example:

The Problem/Need your program will address is Lack of Work Experience. Enter 310 in the grid.

The Target Population is Unemployed Youth. Enter 313 in the grid.

The Service Method to be used by your program is primarily Job Placement. Enter 325 in the grid. Additionally, your program provides Vocational Training. Enter 316 in the Grid.

	Problem/Need	Target Population	Service Methods	
PRIMARY	310	313	325	316
SECONDARY				

Indicate a Secondary set of codes if it is pertinent to your program.

YOUTH PROBLEM/NEED CODES

LEISURE TIME

Limited Opportunities to:

- 110 Develop Athletic Skills
- 113 Develop Artistic Skills
- 116 Participate in Cultural Activities
- 119 Participate in Recreational Activities

EDUCATION

- 210 Failing Grades in School
- 213 Performing Below Grade Level
- 216 Learning Disabilities
- 219 Behavior Problem in School
- 222 School Suspensions
- 225 High School Dropout Rate
- 228 Youth Out of School Excessively
- 229 Lack of Cultural Awareness

EMPLOYMENT

- 310 Lack of Work Experience
- 313 Limited Jobs Available for Youth
- 314 Lack of Job Placement Services
- 316 Lack of Pre-employment Competencies
- 319 Lack of Work Maturity Competencies
- 322 Lack of Job Specific Competencies

HEALTH

- 410 Health Services Inaccessible to Youth
- 413 Limited Knowledge of Nutrition
- 416 Lack of Information About Sexuality Issues
- 417 Lack of Information About HIV/AIDS
- 419 Lack of Information About Pregnancy
- 422 Teenage Pregnancy
- 425 Teenage Birth Rate
- 428 Suicide

FAMILY LIFE AND YOUTH DEVELOPMENT

- 510 Family Conflict
- 513 Family Violence
- 514 Abuse/Neglect
- 515 At-risk of Gang Involvement/Gang Involvement
- 516 Lack of Supervision in Home
- 519 Behavior Problems in Home
- 522 Depression
- 523 Low Self-esteem
- 528 Lack of Knowledge of Independent Living Skills
- 531 Lack of Opportunities to Participate in Decision-making
- 532 Lack of Leadership Training
- 534 Lack of Parenting Skills
- 537 Single Parent Families
- 538 Limited Contact with Positive Role Models
- 540 Youth/Family on Public Assistance

FAMILY LIFE AND YOUTH DEVELOPMENT (Continued)

- 545 Lack of Community Awareness and Involvement (Volunteerism)

ALCOHOL/SUBSTANCE ABUSE

- 610 Ready Availability of Alcohol or Illegal Substances
- 611 Lack of Substance Abuse Education
- 613 Alcohol Abuse
- 616 Alcohol Dependency
- 619 Parental Alcohol Abuse
- 622 Substance Abuse
- 625 Substance Addiction
- 628 Parental Substance Abuse
- 631 Multiple Substance Abuse by Youth

RUNAWAY AND HOMELESS

- 710 Lack of Safe Housing
- 711 Lack of Affordable Housing
- 713 Thrown or Pushed Out of Own Home
- 716 Refusal to Return Home
- 719 Emergency Shelter
- 722 Running Away from Home

JUVENILE/ADULT JUSTICE

- 810 Risk of Placement Due to Status Offense
- 813 Risk of Placement Due to Delinquency Offense
- 816 Risk of Jail Due to Criminal Allegation
- 819 Rate of Youth Crime
- 822 Loss of Property Due to Juvenile Delinquency
- 825 Return to Community After Institutional Placement

COORDINATION/TRAINING/ADVOCACY

- 910 Lack of Information About Available Services
- 913 Need for Service Coordination
- 916 Limited Capability of Groups to Meet Needs of Youth
- 919 Limited Knowledge by Community of Youth Needs and Problems
- 922 Limited Resources to Address Youth Needs and Problems
- 925 Administrative Services (Youth Bureaus Only)

TARGET POPULATION CODES

* 100 GENERAL YOUTH POPULATION

YOUTH AND LEISURE TIME

- * 110 In Need of Athletic Skills
- * 113 In Need of Socialization Skills
- * 116 In Need of Leadership Training
- * 119 In Need of Leisure Time Skills

YOUTH IN EDUCATION

- 210 Performing Below Grade Level
- 211 At Risk of Failing
- 213 Reading Below Grade Level
- 214 Math Below Grade Level
- 216 Functionally Illiterate
- 219 Behavior Problem in School
- 222 School-related Problem Youth
- 225 Illegally Absent from School
- 228 Dropouts
- * 231 Learning Disabled
- 234 Limited English Speaking

UNDER/UNEMPLOYED YOUTH

- 310 Underemployed
- 313 Unemployed
- 316 Unskilled
- 319 Unemployed Dropouts
- 322 Unemployed in Juvenile/Adult Justice System
- 325 Unemployed Runaway/Homeless
- 328 Unemployed Teenage Parents
- 331 Unemployed Alcohol/Substance Abusers
- 334 Unemployed Limited English Speaking

YOUTH WITH HEALTH PROBLEMS

- * 410 Physical Problems
- * 413 Undernourished
- 416 Exhibiting Self-destructive Behavior
- 417 At Risk of HIV/AIDS

YOUTH IN FAMILIES IN NEED

- 510 Preschool Child(ren) Lacking Adequate Parental Support
- 512 School Age Child(ren) Lacking Adequate Parental Support
- 514 Single Parent Families
- 516 Domestic Violence
- 518 Multi-problem Families
- 520 Families Involved with the Human Service System
- 521 Children of Parents with HIV/AIDS
- 522 Economically Disadvantaged Youth/Families
- 524 Abused
- 526 Sexually Abused
- 528 Emotionally Abused
- 530 Neglected
- 532 Maltreated
- 534 Youth Prostitution
- 536 Involved with Criminal Adults
- 538 Involved with Gangs
- 540 Involved with Criminal Peers
- 542 Victimized

YOUTH IN FAMILIES IN NEED (Continued)

- 544 Gay and Lesbian
- 546 Pregnant Teenager
- 548 Teenage Mother
- 550 Teenage Father
- 552 Teenage Mother and Father
- 554 Pregnant and Parenting Teen
- 556 Children of Teenage Parents
- 558 Immigrant Youth
- 560 Limited English Speaking
- 562 Non-English Speaking
- * 564 Physically Handicapped
- * 566 Developmentally Disabled
- * 568 Dyslexic
- * 570 Mentally Retarded
- 572 Mental Problems
- 574 Emotional Problems
- 576 Children of Mentally, Emotionally, and/or Physically Ill Parents

ALCOHOL AND/OR SUBSTANCE ABUSE

- 610 Alcohol Abusers
- 613 Alcohol Dependent
- 616 Substance Abusers
- 619 Substance Addicted
- 622 Multiple Substance Abusers
- 625 Children of Alcohol/Substance Abusers

RUNAWAY AND HOMELESS YOUTH

- 710 Risk of Running Away/Becoming Homeless
- 713 Runaway
- 716 Throwaway
- 719 Homeless
- 722 In Emergency Shelter
- 725 Residing with Family in a Shelter

YOUTH AND THE JUVENILE JUSTICE SYSTEM

- 810 PINS Diversion
- 813 Involved with the Juvenile Justice System
- 816 Adjudicated
- 819 PINS
- 822 Juvenile Delinquent (JD)
- 825 Juvenile Offender (JO)
- 828 Adolescent Sex Offender
- 831 Involved in Current Court Case
- 834 Families Involved with Justice System
- 837 Risk of Placement Due to PINS/JD/JO Finding
- 840 History of Involvement with Court/Not Placed
- 843 Currently in Placement
- 846 Current Incarceration
- 849 Discharged into Community from Institutional Care
- 852 Prior Placement
- 855 Past Placement Due to PINS/JD/JO Finding
- 858 Past Placement in Jail
- 861 Prior Incarceration
- 867 History of Probation

900 NO DIRECT SERVICES PROVIDED TO YOUTH

NOTE: An asterisk (*) denotes those codes that are unacceptable Primary Codes for SDPP.

SERVICE METHOD CODES

RECREATION

- 110 Athletics (Team and Individual)
- 113 Martial Arts
- 116 Aquatics
- 119 Arts/Crafts
- 122 Performing Arts (Music, Dance, Drama)
- 125 Cultural Enrichment (Museums, Field Trips)
- 128 Games (Group and Individual)
- 131 Outdoor Experiences (Day Camp, Camping, High Adventure)
- 134 Community Center
- 137 Recreation Center
- 140 Drop-in Lounge

EDUCATION

- 210 Tutoring
- 213 Homework Help
- 216 Remedial Education Classes
- 219 Supplemental Education Classes
- 220 Hands-on Learning
- 222 Alternative School
- 225 Learning Disability Diagnosis
- 228 General Equivalency Diploma
- 231 Educational Law Training
- 234 Educational Advocacy
- 237 Educational Testing
- 240 School Mediation
- 243 Cultural Enrichment/Historical Heritage
- 246 Environmental Education
- 249 Educational Workshops
- 252 Training/Workshops on Sexism
- 255 Training/Workshops on Racism
- 258 Training/Workshops on Values
- 259 Cultural Diversity Workshop/Training
- 261 Adolescent Sexuality Counseling/Workshops
- 264 Sexuality Education
- 267 School Outreach

EMPLOYMENT

- 310 Career Awareness/Counseling
- 313 Job Readiness Instruction
- 316 Vocational Training
- 319 Job Development
- 322 Employability Assessment
- 325 Job Placement Services
- 328 Work Experience
- 331 On-the-Job Training
- 334 Post Placement Follow-up

HEALTH

- 410 Suicide Prevention/Education
- 413 Health Services Information
- 416 Health Education, Illness Prevention Education
- 419 Specific Health Services Provision
- 422 Health Services Referral

HEALTH (Continued)

- 425 Health Services and Individual Case Advocacy
- 428 Health-related Workshops
- 431 HIV/AIDS Prevention Education
- 434 Nutrition Education
- 440 Human Sexuality Counseling/Information
- 443 Pregnancy Counseling
- 444 Pregnancy Prevention Education
- 447 Venereal Disease Prevention
- 450 Sexually Transmitted Disease Counseling/Workshop
- 456 Prenatal Health Services
- 459 First Aid Instruction
- 462 CPR Instruction
- 465 Family Health and Safety Counseling

FAMILY LIFE AND YOUTH DEVELOPMENT

- 502 Day Care for Preschool Children
- 504 School-Age Day Care
- 506 Parent Skills Training/Parent Education
- 507 Family Mentoring
- 508 Big Brothers/Big Sisters
- 509 Mentoring
- 510 Child Abuse and Neglect Prevention/Education
- 512 Child Abuse and Neglect Intervention and Treatment
- 514 Sexual Abuse Prevention/Education
- 516 Sexual Abuse Intervention and Treatment
- 518 Domestic Violence Prevention/Education
- 520 Domestic Violence Intervention/Treatment
- 521 Street Work with Gangs
- 522 Family Counseling/Therapy
- 524 Individual Counseling
- 526 Peer Counseling
- 528 Group Counseling
- 530 Crisis Intervention Counseling
- 532 Telephone Counseling
- 534 Self-esteem Workshops
- 536 Death and Bereavement Counseling/Workshops
- 538 Divorce/Single Parenting Counseling/Workshop
- 540 Stepfamilies Counseling/Workshops
- 542 Adoption Counseling/Workshops
- 544 Family Communication Workshops
- 546 Stress Management Workshops
- 548 Homosexuality Counseling/Workshops
- 550 Marriage Counseling/Workshops
- 552 Outreach Services
- 554 Psychological Testing/Diagnosis
- 556 Youth Mediation
- 558 Parent/Child Mediation
- 560 Case Management Services
- 562 Advocacy
- 564 Home Visits
- 566 Independent Living Skills Training
- 568 Decision-making/Problem Solving Skills

SERVICE METHOD CODES (Continued)

FAMILY LIFE AND YOUTH DEVELOPMENT

(Continued)

- 570 Food and Clothing Provision
- 572 Youth Participation/Empowerment
- 574 Youth Council Formation and Operation
- 576 Youth Advisory Group Formation and Operation
- 578 Youth Community Service Projects
- 580 Youth Leadership Development Groups
(Scouting, 4-H)
- 582 Youth Development Programs
- 584 Youth Clubs

ALCOHOL/SUBSTANCE ABUSE

- 610 Alcohol Abuse Prevention Education
- 613 Alcohol Abuse Counseling
- 616 Alcohol Abuse Support Groups
- 619 Substance Abuse Prevention Education
- 622 Substance Abuse Counseling
- 625 Substance Abuse Support Groups
- 626 D.A.R.E. Program

RUNAWAY AND HOMELESS YOUTH SERVICES

- 710 Runaway Prevention/Education
- 713 Runaway and Homeless Shelter
- 716 Runaway and Homeless Interim Family Network
- 717 Respite Shelter/Beds
- 719 Transitional Independent Living Group Residential
Services
- 722 Transitional Independent Living Supported
Residence
- 723 Transitional Services Case Management
- 725 General Emergency Shelter
- 728 Short-term Shelter
- 731 Other Emergency Placement
- 734 Foster Care Services
- 737 Detention Services

JUVENILE/ADULT JUSTICE

- 810 Diversion Services
- 813 Community Mediation
- 816 Youth Court
- 819 Restitution
- 822 Legal Advocacy Representation
- 825 Crime Prevention Education and Training
- 828 Juvenile Aid Bureau
- 831 Aftercare Services
- 834 Legal Issue Workshops

COORDINATION/TRAINING/ADVOCACY

- 910 Referral Services/Information Clearinghouse
- 913 Training/Staff Development
- 916 Services Coordination
- 919 Structural Change; Legal/Administrative Reform
- 922 Community Organizing
- 925 Organizational Development/Capacity Building
- 928 Community Education/Awareness
- 931 Public Relations/Communication
- 934 Fund Raising/Resource Development
- 937 Research
- 940 Evaluation
- 943 Administrative Services (Youth Bureaus only)